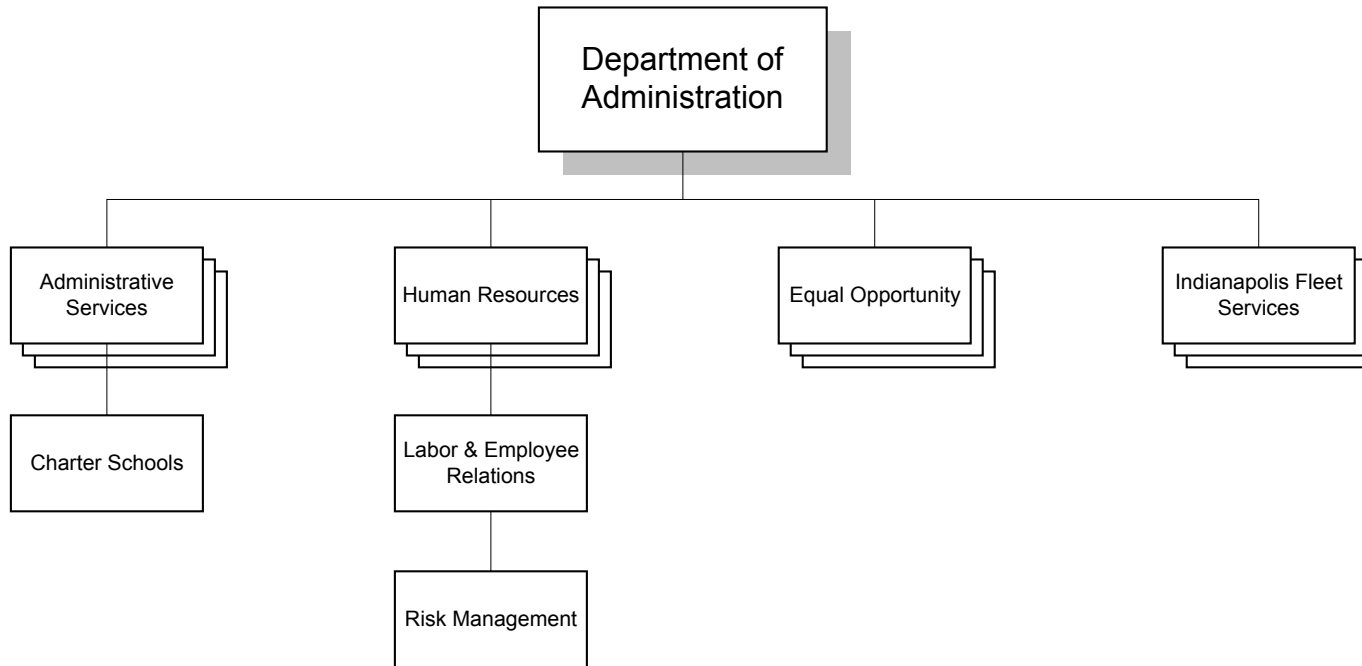


Organization Chart



Department of Administration**Mission Statement**

To provide leadership to the Marion County city and county governments in the areas of Human Resources (compensation, benefits, training, performance management, labor/employee relations and risk management, recruiting and selection), Equal Opportunity, Public Education, Fleet Services and Administrative Services (internal and external service delivery). To provide direct support services to the operating agencies of city government in the areas of Human Resources, Equal Opportunity, Fleet Services, and Administrative Services.

Highlights of Administration

During the year 2004, the Department of Administration will continue to enhance service delivery to customers. The Department will continue to offer training programs, will track recruiting and retention data and exit interviews, enhance recruiting processes, continue review of the alternative fuel program, promote economic development opportunities for minority/women business enterprises and continue to provide constituent services. The Department will achieve these goals while remaining fiscally prudent.

During the year 2004, the Department of Administration will:

- Upgrade the employment selection process,
- replace the personnel action request form with an electronic format which will make more efficient the processing of personnel transactions and provide more updated reports,
- build a higher quality charter schools sector through a thorough and fair application review process and develop a meaningful accountability system that drives schools to meet the highest standards of performance,
- Continue to develop healthcare strategies that will contain rising healthcare costs and still provide affordable, quality healthcare for employees,
- evaluate worker's compensation programs for efficiency and cost containment,
- work with the union in a continued team effort to strengthen our Management/Union relationship for more cohesion,
- provide better worker's compensation programs promoting efficiency and cost containment,
- continue to serve as liaison to build business relationships between majority and minority firms,
- identify and reduce city's potential for liability and incidental costs associated with unemployment benefits and employment related litigation,
- continue efforts to promote economic development opportunities for minority/women business enterprises,
- continue to develop an alternative fuel program and complete the programmed alternative fuel network for various departments and agencies,
- continue to work to create a centralized structure to track how bids are awarded,
- enhance exit interview program to improve employee retention,
- implement a new pre-retirement program for City employees,
- improve the internal contract review process in order to increase minority and women business participation.

Department of Administration

Budget Summary

| Service Area | Dollars Budgeted |
|---------------------------------------|---------------------|
| Human Resources | \$ 1,421,985 |
| Labor and Employee Relations | \$ 76,696 |
| Risk Management | \$ 247,950 |
| Equal Opportunity | \$ 440,639 |
| Administrative Services | \$ 1,930,430 |
| Fleet Services | \$ 15,865,739 |
| <i>Less Fleet Service Chargebacks</i> | \$ (12,557,639) |
| Total: | \$ 7,425,800 |

SERVICE AREA: Human Resources

Activities: Recruitment and selection, employee development, employee relations and recognition, benefits, compensation, policy development and compliance, performance management and personnel data.

Objective: To function as strategic partners with city departments to jointly create a competitive advantage for the City through its people. To act as consultants and advisors to management to help resolve business issues involving people. To provide functional expertise and counsel in the development and delivery of human resource programs and processes to build overall business capabilities. To champion the building of a culture which enhances organizational performance, employee satisfaction and customer service. **\$1,421,985**

Service Commitment:

In the coming year, the human resources service area will:

- provide comprehensive benefit programs in a cost-effective manner for the purpose of attracting and retaining competent city employees,
- develop and maintain an effective and equitable compensation program and performance management system that will motivate and reward employees based on achieving organizational goals,
- provide learning and development opportunities to build employee skills, knowledge and competencies so they can improve their performance and provide quality service to their customers,
- ensure the city's workforce needs are met through effective recruitment, assessment, and selection programs and processes.

Department of Administration

SERVICE AREA: Labor and Employee Relations

Activities: Foster collaborative relationships with unions through regular meetings and timely responses to union concerns, advise Human Resources Division regarding employment and anti-discrimination laws, represent city in labor arbitrations and unemployment compensation hearings, oversee the grievance process for union and bi-weekly employees, assist departments in resolving employment-related issues that arise in the workplace, produce the city's affirmative action plan and equal opportunity report, and conduct training regarding sexual harassment and EEO policies.

Objective: To work with the city's departments to identify and reduce the city's potential for liability and the incidental costs associated with unemployment benefits and employment related litigation, to assist Human Resources Division in developing and implementing appropriate and effective policies and procedures, and to help provide a productive work environment for city employees that is free of harassment and discrimination. **\$76,696**

Service Commitment:

The labor and employee relations service area will:

- assist departments in resolving employment related disputes,
- advise the Human Resources Division regarding employment and anti-discrimination laws,
- train city employees regarding the city's EEO and anti-discrimination policies,
- foster a collaborative relationship with unions through regular meetings, timely responses and good-faith participation in contract negotiations,
- prepare and oversee the city's affirmative action plan and equal opportunity employment report.

Department of Administration

SERVICE AREA: Risk Management

Activities: Conduct employee safety training and OSHA compliance inspections of city facilities, investigate accidents involving city vehicles, monitor the city's commercial drivers, including random drug and alcohol screening, and maintain insurance for city properties.

Objective: To work with the city's departments to identify and reduce the city's potential for liability and the incidental costs associated with governmental operations, including tort claims and worker's compensation benefits. To help provide a safe, productive work environment for city employees. **\$247,950**

Service Commitment:

In the coming year, the risk management service area will:

- aid departmental efforts to provide a safe and productive work environment for city employees through safety training and OSHA compliance inspections of city facilities, which should produce a decrease in worker's compensation expenses,
- work to reduce the costs and risks associated with operations of the city's fleet by investigating accidents involving city vehicles, overseeing the city's commercial drivers, and tracking the city's take-home vehicles,
- seek competitive rates for the city's automobile accident claims adjustment services and property insurance without compromising coverage.

SERVICE AREA: Equal Opportunity

Activities: Certify, monitor, technically assist/outreach, evaluate bids for minority and women businesses, adjudicate claims of discrimination in cases by investigating and resolving complaints, mediation hearings and providing counseling, and maintain the African-American Male Commission's focus on education, criminal justice, health, family and employment.

Objective: To implement the city and county's equal opportunity employment/affirmative action policies and assure city/county compliance with federal regulations. To increase public awareness and support of business development and promotion of minority and women owned business enterprises (M/WBE). **\$440,639**

Department of Administration

Service Commitment:

In the coming year, the equal opportunity service area will:

- complete certifications submitted for review in a timely manner,
- increase M/WBE utilization by enhancing communication and education, improving procurement procedures, and partnerships,
- improve the adjudication of complaints filed with the Division in a timely manner,
- review and monitor all newly awarded city construction contracts and track subcontractor awards to minority and women business enterprises,
- track partnerships within the community that can assist in providing additional resources to support the African-American Male Commission,
- increase the proactive efforts of the Equal Opportunity Advisory Board and support their committee recommendations.

SERVICE AREA: Administrative Services

Activities: Public affairs, council relations, Latino services, neighborhood support, charter school oversight, constituent services, and after school development.

Objective: To serve as the consolidated city's internal resource for all citizens of Marion County.

\$1,930,430

Service Commitment:

The administrative services area will:

- serve all members of the community by continuously examining methods to improve the service delivery to city and county agencies and the citizens of the consolidated city.

SERVICE AREA: Indianapolis Fleet Services

Activities: Procuring, managing, maintaining, fueling, monitoring and selling vehicles owned, leased and operated by various departments and agencies of the City. The Indianapolis Fleet Services Division manages and maintains over 3400 vehicles and pieces of equipment.

Objective: To provide the city's fleet users with vehicles and equipment that are suitable to each user's needs, available when needed, reliable when in use, safe to operate, and economical to own, operate and maintain. To maintain vehicles and equipment in an environmentally responsible manner.

\$15,865,739

of City
vehicles: 2,715

of Additional
Equip: 779

Department of Administration

Service Commitment:

The fleet services service area will:

- operate based on accepted, reasonable best business and fleet management practices used by commercial and government fleet services providers, while reducing expenditures where prudent,
- maintain a state-of-the-art, user friendly fleet management information system to provide customers ready access to any information on their fleet assets services, cost, and operation,
- replace work done by outside vendors with work done in-house, resulting in lower costs, internal expertise and ability to develop others,
- provide both basic and innovative customer service to meet the needs of all customers,
- increase M/WBE vendor utilization by enhancing communication and procurement procedures.

City of Indianapolis

2004 Annual Budget

Department of Administration

| Division | Employee Classification | 2002 Budget | 2003 Budget | 2004 Budget |
|--------------------------------------|-------------------------------------|----------------|----------------|----------------|
| ADMINISTRATIVE SERVICES DIVISION | BI-WEEKLY POSITION FTE | 16.00 | 16.00 | 16.00 |
| | SEASONAL STAFF FTE | 0.25 | 0.25 | 0.00 |
| | Subtotal Adminstrative Services | 16.25 | 16.25 | 16.00 |
| HUMAN RESOURCES DIVISION | BI-WEEKLY POSITION FTE | 22.00 | 22.00 | 22.00 |
| | PART TIME POSITION FTE | 0.70 | 0.00 | 0.00 |
| | SEASONAL STAFF FTE | 0.00 | 0.70 | 0.00 |
| | Subtotal Human Resources | 22.70 | 22.70 | 22.00 |
| EQUAL OPPORTUNITY DIVISION | BI-WEEKLY POSITION FTE | 7.00 | 7.00 | 8.00 |
| | Subtotal Equal Opportunity Division | 7.00 | 7.00 | 8.00 |
| INDIANAPOLIS FLEET SERVICES DIVISION | BI-WEEKLY POSITION FTE | 20.00 | 20.00 | 16.00 |
| | SEASONAL STAFF FTE | 0.20 | 0.20 | 0.00 |
| | UNION POSITION FTE | 67.00 | 71.00 | 74.00 |
| | Subtotal Fleet Services | 87.20 | 91.20 | 90.00 |
| | TOTAL - BIWEEKLY FTE | 65.00 | 65.00 | 62.00 |
| | TOTAL - PART TIME FTE | 0.70 | 0.00 | 0.00 |
| | TOTAL - SEASONAL FTE | 0.45 | 1.15 | 0.00 |
| | TOTAL - UNION FTE | 67.00 | 71.00 | 74.00 |
| | GRAND TOTAL | 133.15 | 137.15 | 136.00 |
| | | | | |

City of Indianapolis
2004 Annual Budget
Department of Administration
Current Year Appropriations
Resources and Requirements

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | Jun 30 YTD | 2004 Proposed Budget | 2004 To 2003 Original Difference | 2004 To 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|---------------|----------------------------|--|---------------------------------------|
| Resources | | | | | | | |
| 730 CHARGES FOR SERVICES | 4,751 | 0 | 0 | -2,290 | 0 | 0 | 0 |
| 750 INTERGOVERNMENTAL | -45,000 | 0 | 0 | 70,000 | 0 | 0 | 0 |
| 760 SALE AND LEASE OF PROPERTY | 2,034 | 0 | 0 | 132,915 | 0 | 0 | 0 |
| 790 MISCELLANEOUS REVENUE | 129,245 | 60,000 | 60,000 | 30,000 | 60,000 | 0 | 0 |
| 840 INTRAGOVERNMENTAL | 1,816,202 | 2,176,592 | 2,176,592 | 1,668,286 | 2,070,708 | -105,884 | -105,884 |
| Taxes, Non-Dept. Rev., & Fund Balance | 7,591,614 | 7,534,253 | 7,534,253 | 5,150,055 | 7,365,800 | -168,453 | -168,453 |
| Total Resources | 1,907,233 | 2,236,592 | 2,236,592 | 1,898,911 | 2,130,708 | -274,337 | -274,337 |
| Requirements | | | | | | | |
| 010 PERSONAL SERVICES | 6,250,730 | 6,774,241 | 6,774,241 | 3,383,453 | 7,078,983 | 304,742 | 304,742 |
| 020 MATERIALS AND SUPPLIES | 6,976,700 | 7,836,400 | 7,836,400 | 4,389,534 | 7,592,850 | -243,550 | -243,550 |
| 030 OTHER SERVICES AND CHARGES | 5,054,445 | 4,743,706 | 4,743,706 | 2,759,203 | 4,611,380 | -132,326 | -132,326 |
| 040 PROPERTIES AND EQUIPMENT | 337,558 | 415,166 | 415,166 | 140,871 | 370,100 | -45,066 | -45,066 |
| 050 INTERNAL CHARGES | -10,936,790 | -12,175,260 | -12,175,260 | -5,292,380 | -12,227,513 | -52,253 | -52,253 |
| Total Requirements | 7,682,644 | 7,594,253 | 7,594,253 | 5,380,680 | 7,425,800 | -168,453 | -168,453 |

City of Indianapolis

2004 Annual Budget

DEPARTMENT OF ADMINISTRATION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------|----------------------------|---------------------------|------------------|----------------------------|--|---------------------------------------|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 2,567,418 | 2,704,912 | 2,631,907 | 1,305,432 | 2,685,261 | -19,651 | 53,354 |
| 101 SALARIES - WEEKLY | 2,148,818 | 2,412,749 | 2,585,669 | 1,141,715 | 2,599,166 | 186,417 | 13,497 |
| 102 SALARIES - UNIFORM | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 110 SALARIES - TEMPORARY | 52,383 | 22,520 | 22,520 | 35,675 | 0 | -22,520 | -22,520 |
| 120 OVERTIME | 245,308 | 130,400 | 130,400 | 201,096 | 130,400 | 0 | 0 |
| 130 GROUP INSURANCE | 505,947 | 650,726 | 650,726 | 320,641 | 783,753 | 133,027 | 133,027 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 43,639 | 39,576 | 39,576 | 19,788 | 43,656 | 4,080 | 4,080 |
| 160 PENSION PLANS | 197,773 | 207,966 | 207,966 | 105,562 | 279,088 | 71,122 | 71,122 |
| 170 SOCIAL SECURITY | 371,378 | 395,970 | 395,970 | 198,486 | 402,927 | 6,957 | 6,957 |
| 180 UNEMPLOYMENT COMPENSATION | 10,543 | 1,000 | 1,000 | 804 | 1,000 | 0 | 0 |
| 185 WORKER'S COMPENSATION | 107,523 | 108,507 | 108,507 | 54,254 | 103,028 | -5,479 | -5,479 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 99,915 | 0 | 0 | 50,704 | -49,211 | 50,704 |
| TOTAL PERSONAL SERVICES | 6,250,730 | 6,774,241 | 6,774,241 | 3,383,453 | 7,078,983 | 304,742 | 304,742 |
| PERCENTAGE CHANGE | | | | | | 4.5% | 4.5% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 46,185 | 36,780 | 36,780 | 23,954 | 36,780 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 22,626 | 9,670 | 9,670 | 8,134 | 11,270 | 1,600 | 1,600 |
| 210 MATERIALS AND SUPPLIES | 19,366 | 33,350 | 33,350 | 8,936 | 24,550 | -8,800 | -8,800 |
| 215 BUILDING MATERIALS AND SUPPLIES | 42,091 | 39,300 | 39,300 | 29,218 | 35,700 | -3,600 | -3,600 |
| 220 REPAIR PARTS, TOOLS AND ACCESSORIES | 2,175,466 | 1,998,200 | 1,998,200 | 1,331,501 | 2,006,000 | 7,800 | 7,800 |
| 225 GARAGE AND MOTOR SUPPLIES | 603,373 | 570,500 | 570,500 | 339,129 | 575,000 | 4,500 | 4,500 |
| 226 VEHICLE AND AVIATION FUELS | 4,037,772 | 5,124,000 | 5,124,000 | 2,627,530 | 4,881,750 | -242,250 | -242,250 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 7,697 | 10,000 | 10,000 | 7,570 | 10,000 | 0 | 0 |
| 235 CHEMICAL AND LAB SUPPLIES | 58 | 0 | 0 | 0 | 0 | 0 | 0 |
| 240 ARSENAL SUPPLIES AND TOOLS | 13 | 0 | 0 | 0 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 22,054 | 14,600 | 14,600 | 13,563 | 11,800 | -2,800 | -2,800 |
| TOTAL MATERIALS AND SUPPLIES | 6,976,700 | 7,836,400 | 7,836,400 | 4,389,534 | 7,592,850 | -243,550 | -243,550 |
| PERCENTAGE CHANGE | | | | | | -3.1% | -3.1% |

City of Indianapolis**2004 Annual Budget****DEPARTMENT OF ADMINISTRATION**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 363,899 | 3,000 | 3,000 | 4,931 | 3,600 | 600 | 600 |
| 303 CONSULTING SERVICES | 293,266 | 520,400 | 520,400 | 203,872 | 450,000 | -70,400 | -70,400 |
| 306 ARCHITECTURAL AND ENGINEERING SERVICE | 10,012 | 35,000 | 35,000 | 60,986 | 50,000 | 15,000 | 15,000 |
| 309 TECHNICAL SERVICES | 281,354 | 283,187 | 283,187 | 233,589 | 306,841 | 23,654 | 23,654 |
| 312 MANAGEMENT CONTRACTS | 50 | 0 | 0 | 0 | 0 | 0 | 0 |
| 315 TEMPORARY SERVICES | 1,212 | 3,900 | 3,900 | 1,598 | 0 | -3,900 | -3,900 |
| 318 BOARDING, DEMOLITION AND RELOCATION | 295 | 0 | 0 | 0 | 0 | 0 | 0 |
| 321 WASTE COLLECTION AND DISPOSAL | 49,761 | 39,300 | 39,300 | 4,377 | 48,800 | 9,500 | 9,500 |
| 323 POSTAGE AND SHIPPING | 51,017 | 50,000 | 50,000 | 19,145 | 49,100 | -900 | -900 |
| 326 COMMUNICATION SERVICES | 90,919 | 89,980 | 89,980 | 51,954 | 91,676 | 1,696 | 1,696 |
| 329 TRAVEL AND MILEAGE | 49,791 | 46,400 | 46,400 | 14,918 | 35,200 | -11,200 | -11,200 |
| 332 INSTRUCTION AND TUITION | 61,761 | 71,300 | 71,300 | 27,300 | 49,000 | -22,300 | -22,300 |
| 335 INFORMATION TECHNOLOGY | 358,721 | 445,149 | 450,199 | 241,272 | 409,580 | -35,569 | -40,619 |
| 338 INFRASTRUCTURE MAINTENANCE | 0 | 0 | 0 | 1,074 | 0 | 0 | 0 |
| 341 ADVERTISING | 1,277 | 400 | 400 | 3,417 | 4,250 | 3,850 | 3,850 |
| 344 PRINTING AND COPYING CHARGES | 86,958 | 74,900 | 74,900 | 25,447 | 71,900 | -3,000 | -3,000 |
| 347 PROMOTIONAL ACCOUNT | 1,760 | 4,300 | 4,300 | 201 | 4,300 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 1,681,381 | 1,708,240 | 1,708,240 | 876,017 | 1,735,233 | 26,993 | 26,993 |
| 353 UTILITIES | 1,552 | 2,000 | 2,000 | 574 | 1,700 | -300 | -300 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 1,460,439 | 1,303,200 | 1,298,150 | 956,709 | 1,242,500 | -60,700 | -55,650 |
| 359 EQUIPMENT RENTAL | 516 | 920 | 920 | 383 | 920 | 0 | 0 |
| 362 BUILDING MAINTENANCE AND REPAIR | 108,019 | 8,700 | 8,700 | 9,925 | 6,500 | -2,200 | -2,200 |
| 365 VEHICLE AND OTHER EQUIPMENT RENT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 19,836 | 16,755 | 16,755 | 9,452 | 21,080 | 4,325 | 4,325 |
| 371 MEMBERSHIPS | 14,614 | 7,225 | 7,225 | 6,348 | 9,600 | 2,375 | 2,375 |
| 374 SUBSCRIPTIONS | 6,975 | 6,250 | 6,250 | 3,693 | 6,600 | 350 | 350 |
| 377 LEGAL SETTLEMENTS AND JUDGMENTS | 53,000 | 20,000 | 20,000 | 0 | 10,000 | -10,000 | -10,000 |
| 383 THIRD PARTY CONTRACTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 395 OTHER SERVICES AND CHARGES | 6,062 | 3,200 | 3,200 | 2,019 | 3,000 | -200 | -200 |

City of Indianapolis

2004 Annual Budget

DEPARTMENT OF ADMINISTRATION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|---|--------------------|----------------------------|---------------------------|-------------------|----------------------------|--|---------------------------------------|
| TOTAL OTHER SERVICES AND CHARGES | 5,054,445 | 4,743,706 | 4,743,706 | 2,759,203 | 4,611,380 | -132,326 | -132,326 |
| PERCENTAGE CHANGE | | | | | | -2.8% | -2.8% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 410 IMPROVEMENTS | 18,377 | 0 | 0 | 0 | 0 | 0 | 0 |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 70,813 | 71,466 | 71,466 | 30,785 | 40,000 | -31,466 | -31,466 |
| 420 EQUIPMENT | 83,445 | 72,200 | 72,200 | 9,367 | 67,000 | -5,200 | -5,200 |
| 425 VEHICULAR EQUIPMENT | 0 | 68,856 | 68,856 | 893 | 0 | -68,856 | -68,856 |
| 445 LEASE AND RENTAL OF EQUIPMENT | 164,923 | 202,644 | 202,644 | 99,826 | 263,100 | 60,456 | 60,456 |
| TOTAL PROPERTIES AND EQUIPMENT | 337,558 | 415,166 | 415,166 | 140,871 | 370,100 | -45,066 | -45,066 |
| PERCENTAGE CHANGE | | | | | | -10.9% | -10.9% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 510 CENTRAL SERVICES CHARGES | 57,097 | 302,733 | 302,733 | 139,957 | 322,156 | 19,423 | 19,423 |
| 520 FLEET SERVICES CHARGES | -10,993,886 | -12,477,993 | -12,477,993 | -5,432,337 | -12,549,669 | -71,676 | -71,676 |
| TOTAL INTERNAL CHARGES | -10,936,790 | -12,175,260 | -12,175,260 | -5,292,380 | -12,227,513 | -52,253 | -52,253 |
| PERCENTAGE CHANGE | | | | | | 0.4% | 0.4% |
| TOTAL DEPARTMENT OF ADMINISTRATION | 7,682,644 | 7,594,253 | 7,594,253 | 5,380,680 | 7,425,800 | -168,453 | -168,453 |
| PERCENTAGE CHANGE | | | | | | -2.2% | -2.2% |

City of Indianapolis**2004 Annual Budget****Department of Administration
Administrative Services Division****Current Year Appropriations****Resources and Requirements**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | Jun 30 YTD | 2004 Proposed Budget | 2004 To 2003 Original Difference | 2004 To 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|---------------|----------------------------|--|---------------------------------------|
| Resources | | | | | | | |
| 760 SALE AND LEASE OF PROPERTY | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| 790 MISCELLANEOUS REVENUE | 13,365 | 0 | 0 | 0 | 0 | 0 | 0 |
| Taxes, Non-Dept. Rev., & Fund Balance | 1,733,432 | 1,972,165 | 1,972,165 | 936,800 | 1,930,430 | -41,735 | -41,735 |
| Total Resources | 1,746,800 | 1,972,165 | 1,972,165 | 936,800 | 1,930,430 | -41,735 | -41,735 |
| Requirements | | | | | | | |
| 010 PERSONAL SERVICES | 924,258 | 1,008,363 | 1,008,363 | 496,532 | 1,012,696 | 4,333 | 4,333 |
| 020 MATERIALS AND SUPPLIES | 14,327 | 13,400 | 13,400 | 3,540 | 11,900 | -1,500 | -1,500 |
| 030 OTHER SERVICES AND CHARGES | 723,050 | 620,609 | 620,609 | 295,738 | 579,698 | -40,911 | -40,911 |
| 040 PROPERTIES AND EQUIPMENT | 25,683 | 46,700 | 46,700 | 12,962 | 27,100 | -19,600 | -19,600 |
| 050 INTERNAL CHARGES | 59,483 | 283,093 | 283,093 | 128,028 | 299,036 | 15,943 | 15,943 |
| Total Requirements | 1,746,800 | 1,972,165 | 1,972,165 | 936,800 | 1,930,430 | -41,735 | -41,735 |

DEPARTMENT OF ADMINISTRATION
ADMINISTRATIVE SERVICES DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 749,248 | 806,252 | 820,819 | 408,705 | 820,105 | 13,853 | -714 |
| 110 SALARIES - TEMPORARY | 13,745 | 12,480 | 12,480 | 3,553 | 0 | -12,480 | -12,480 |
| 130 GROUP INSURANCE | 52,515 | 73,431 | 73,431 | 33,481 | 81,405 | 7,974 | 7,974 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 9,312 | 4,656 | 4,656 | 2,328 | 5,136 | 480 | 480 |
| 160 PENSION PLANS | 28,626 | 32,872 | 32,872 | 15,614 | 43,055 | 10,183 | 10,183 |
| 170 SOCIAL SECURITY | 55,656 | 60,757 | 60,757 | 30,373 | 59,747 | -1,010 | -1,010 |
| 180 UNEMPLOYMENT COMPENSATION | 8,516 | 0 | 0 | 804 | 0 | 0 | 0 |
| 185 WORKER'S COMPENSATION | 6,641 | 3,348 | 3,348 | 1,674 | 3,248 | -100 | -100 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 14,567 | 0 | 0 | 0 | -14,567 | 0 |
| TOTAL PERSONAL SERVICES | 924,258 | 1,008,363 | 1,008,363 | 496,532 | 1,012,696 | 4,333 | 4,333 |
| PERCENTAGE CHANGE | | | | | | 0.4% | 0.4% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 7,824 | 6,300 | 6,300 | 1,258 | 6,300 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 4,113 | 4,900 | 4,900 | 1,642 | 4,900 | 0 | 0 |
| 210 MATERIALS AND SUPPLIES | 1,678 | 700 | 700 | 450 | 700 | 0 | 0 |
| 215 BUILDING MATERIALS AND SUPPLIES | 0 | 1,500 | 1,500 | 68 | 0 | -1,500 | -1,500 |
| 220 REPAIR PARTS, TOOLS AND ACCESSORIES | 430 | 0 | 0 | 0 | 0 | 0 | 0 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 283 | 0 | 0 | 122 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MATERIALS AND SUPPLIES | 14,327 | 13,400 | 13,400 | 3,540 | 11,900 | -1,500 | -1,500 |
| PERCENTAGE CHANGE | | | | | | -11.2% | -11.2% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 336,467 | 0 | 0 | 1,650 | 290 | 290 | 290 |
| 303 CONSULTING SERVICES | 137,241 | 347,500 | 347,500 | 148,505 | 300,000 | -47,500 | -47,500 |
| 309 TECHNICAL SERVICES | 13,830 | 15,747 | 15,747 | 7,658 | 28,322 | 12,575 | 12,575 |
| 315 TEMPORARY SERVICES | 0 | 3,900 | 3,900 | 0 | 0 | -3,900 | -3,900 |
| 318 BOARDING, DEMOLITION AND RELOCATION | 295 | 0 | 0 | 0 | 0 | 0 | 0 |

DEPARTMENT OF ADMINISTRATION
ADMINISTRATIVE SERVICES DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| 321 WASTE COLLECTION AND DISPOSAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 323 POSTAGE AND SHIPPING | 9,149 | 15,200 | 15,200 | 5,364 | 11,000 | -4,200 | -4,200 |
| 326 COMMUNICATION SERVICES | 25,008 | 30,300 | 30,300 | 24,469 | 30,296 | -4 | -4 |
| 329 TRAVEL AND MILEAGE | 26,178 | 25,500 | 25,500 | 10,133 | 20,000 | -5,500 | -5,500 |
| 332 INSTRUCTION AND TUITION | 5,635 | 3,500 | 3,500 | 2,605 | 3,500 | 0 | 0 |
| 335 INFORMATION TECHNOLOGY | 54,731 | 70,257 | 70,257 | 23,896 | 65,119 | -5,138 | -5,138 |
| 341 ADVERTISING | 0 | 100 | 100 | 3,370 | 4,100 | 4,000 | 4,000 |
| 344 PRINTING AND COPYING CHARGES | 24,015 | 21,400 | 21,400 | 6,873 | 21,400 | 0 | 0 |
| 347 PROMOTIONAL ACCOUNT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 77,278 | 82,055 | 82,055 | 53,585 | 84,151 | 2,096 | 2,096 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 276 | 2,400 | 2,400 | 1,939 | 2,400 | 0 | 0 |
| 359 EQUIPMENT RENTAL | 0 | 300 | 300 | 0 | 300 | 0 | 0 |
| 362 BUILDING MAINTENANCE AND REPAIR | 134 | 200 | 200 | 115 | 200 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 1,109 | 850 | 850 | 1,066 | 1,220 | 370 | 370 |
| 371 MEMBERSHIPS | 8,668 | 500 | 500 | 2,825 | 4,400 | 3,900 | 3,900 |
| 374 SUBSCRIPTIONS | 3,032 | 900 | 900 | 1,666 | 3,000 | 2,100 | 2,100 |
| 395 OTHER SERVICES AND CHARGES | 5 | 0 | 0 | 18 | 0 | 0 | 0 |
| TOTAL OTHER SERVICES AND CHARGES | 723,050 | 620,609 | 620,609 | 295,738 | 579,698 | -40,911 | -40,911 |
| PERCENTAGE CHANGE | | | | | | -6.6% | -6.6% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 20,433 | 44,700 | 44,700 | 9,273 | 22,000 | -22,700 | -22,700 |
| 420 EQUIPMENT | 3,413 | 2,000 | 2,000 | 675 | 2,000 | 0 | 0 |
| 445 LEASE AND RENTAL OF EQUIPMENT | 1,837 | 0 | 0 | 3,013 | 3,100 | 3,100 | 3,100 |
| TOTAL PROPERTIES AND EQUIPMENT | 25,683 | 46,700 | 46,700 | 12,962 | 27,100 | -19,600 | -19,600 |
| PERCENTAGE CHANGE | | | | | | -42.0% | -42.0% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 510 CENTRAL SERVICES CHARGES | 57,097 | 276,533 | 276,533 | 126,857 | 295,956 | 19,423 | 19,423 |
| 520 FLEET SERVICES CHARGES | 2,386 | 6,560 | 6,560 | 1,171 | 3,080 | -3,480 | -3,480 |

City of Indianapolis**2004 Annual Budget****DEPARTMENT OF ADMINISTRATION
ADMINISTRATIVE SERVICES DIVISION**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|---|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| TOTAL INTERNAL CHARGES | 59,483 | 283,093 | 283,093 | 128,028 | 299,036 | 15,943 | 15,943 |
| PERCENTAGE CHANGE | | | | | | 5.6% | 5.6% |
| TOTAL ADMINISTRATIVE SERVICES DIVISION | 1,746,800 | 1,972,165 | 1,972,165 | 936,800 | 1,930,430 | -41,735 | -41,735 |
| PERCENTAGE CHANGE | | | | | | -2.1% | -2.1% |

City of Indianapolis

2004 Annual Budget

DEPARTMENT OF ADMINISTRATION ADMINISTRATION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 638,933 | 686,989 | 699,171 | 370,831 | 699,357 | 12,368 | 186 |
| 110 SALARIES - TEMPORARY | 13,745 | 12,480 | 12,480 | 3,553 | 0 | -12,480 | -12,480 |
| 130 GROUP INSURANCE | 46,345 | 60,935 | 60,935 | 29,913 | 70,110 | 9,175 | 9,175 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 8,730 | 4,074 | 4,074 | 2,037 | 4,494 | 420 | 420 |
| 160 PENSION PLANS | 24,213 | 28,006 | 28,006 | 14,099 | 36,716 | 8,710 | 8,710 |
| 170 SOCIAL SECURITY | 47,382 | 51,451 | 51,451 | 27,579 | 50,510 | -941 | -941 |
| 180 UNEMPLOYMENT COMPENSATION | 8,516 | 0 | 0 | 804 | 0 | 0 | 0 |
| 185 WORKER'S COMPENSATION | 6,229 | 2,936 | 2,936 | 1,468 | 2,842 | -94 | -94 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 12,182 | 0 | 0 | 0 | -12,182 | 0 |
| TOTAL PERSONAL SERVICES | 794,093 | 859,053 | 859,053 | 450,284 | 864,029 | 4,976 | 4,976 |
| PERCENTAGE CHANGE | | | | | | 0.6% | 0.6% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 7,824 | 6,300 | 6,300 | 1,258 | 6,300 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 4,113 | 4,900 | 4,900 | 1,642 | 4,900 | 0 | 0 |
| 210 MATERIALS AND SUPPLIES | 1,678 | 700 | 700 | 450 | 700 | 0 | 0 |
| 215 BUILDING MATERIALS AND SUPPLIES | 0 | 1,500 | 1,500 | 68 | 0 | -1,500 | -1,500 |
| 220 REPAIR PARTS, TOOLS AND ACCESSORIES | 430 | 0 | 0 | 0 | 0 | 0 | 0 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 283 | 0 | 0 | 122 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MATERIALS AND SUPPLIES | 14,327 | 13,400 | 13,400 | 3,540 | 11,900 | -1,500 | -1,500 |
| PERCENTAGE CHANGE | | | | | | -11.2% | -11.2% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 336,467 | 0 | 0 | 1,650 | 290 | 290 | 290 |
| 303 CONSULTING SERVICES | 79,891 | 244,500 | 244,500 | 61,505 | 197,000 | -47,500 | -47,500 |
| 309 TECHNICAL SERVICES | 13,830 | 15,747 | 15,747 | 7,658 | 28,322 | 12,575 | 12,575 |
| 315 TEMPORARY SERVICES | 0 | 3,900 | 3,900 | 0 | 0 | -3,900 | -3,900 |
| 318 BOARDING, DEMOLITION AND RELOCATION | 295 | 0 | 0 | 0 | 0 | 0 | 0 |
| 321 WASTE COLLECTION AND DISPOSAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

DEPARTMENT OF ADMINISTRATION
ADMINISTRATION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| 323 POSTAGE AND SHIPPING | 9,149 | 15,200 | 15,200 | 5,364 | 11,000 | -4,200 | -4,200 |
| 326 COMMUNICATION SERVICES | 25,008 | 30,300 | 30,300 | 24,469 | 30,296 | -4 | -4 |
| 329 TRAVEL AND MILEAGE | 26,178 | 21,500 | 21,500 | 10,133 | 16,000 | -5,500 | -5,500 |
| 332 INSTRUCTION AND TUITION | 5,635 | 3,500 | 3,500 | 2,605 | 3,500 | 0 | 0 |
| 335 INFORMATION TECHNOLOGY | 54,731 | 70,257 | 70,257 | 23,896 | 65,119 | -5,138 | -5,138 |
| 341 ADVERTISING | 0 | 100 | 100 | 3,370 | 4,100 | 4,000 | 4,000 |
| 344 PRINTING AND COPYING CHARGES | 24,015 | 21,400 | 21,400 | 6,873 | 21,400 | 0 | 0 |
| 347 PROMOTIONAL ACCOUNT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 77,278 | 82,055 | 82,055 | 53,585 | 84,151 | 2,096 | 2,096 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 276 | 2,400 | 2,400 | 1,939 | 2,400 | 0 | 0 |
| 359 EQUIPMENT RENTAL | 0 | 300 | 300 | 0 | 300 | 0 | 0 |
| 362 BUILDING MAINTENANCE AND REPAIR | 134 | 200 | 200 | 115 | 200 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 1,109 | 850 | 850 | 1,066 | 1,220 | 370 | 370 |
| 371 MEMBERSHIPS | 8,668 | 500 | 500 | 2,825 | 4,400 | 3,900 | 3,900 |
| 374 SUBSCRIPTIONS | 3,032 | 900 | 900 | 1,666 | 3,000 | 2,100 | 2,100 |
| 395 OTHER SERVICES AND CHARGES | 5 | 0 | 0 | 18 | 0 | 0 | 0 |
| TOTAL OTHER SERVICES AND CHARGES | 665,700 | 513,609 | 513,609 | 208,738 | 472,698 | -40,911 | -40,911 |
| PERCENTAGE CHANGE | | | | | | -8.0% | -8.0% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 20,433 | 44,700 | 44,700 | 9,273 | 22,000 | -22,700 | -22,700 |
| 420 EQUIPMENT | 3,413 | 2,000 | 2,000 | 675 | 2,000 | 0 | 0 |
| 445 LEASE AND RENTAL OF EQUIPMENT | 1,837 | 0 | 0 | 3,013 | 3,100 | 3,100 | 3,100 |
| TOTAL PROPERTIES AND EQUIPMENT | 25,683 | 46,700 | 46,700 | 12,962 | 27,100 | -19,600 | -19,600 |
| PERCENTAGE CHANGE | | | | | | -42.0% | -42.0% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 510 CENTRAL SERVICES CHARGES | 57,097 | 276,533 | 276,533 | 126,857 | 295,956 | 19,423 | 19,423 |
| 520 FLEET SERVICES CHARGES | 2,386 | 6,560 | 6,560 | 1,171 | 3,080 | -3,480 | -3,480 |

City of Indianapolis**2004 Annual Budget****DEPARTMENT OF ADMINISTRATION
ADMINISTRATION**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|-------------------------------|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| TOTAL INTERNAL CHARGES | 59,483 | 283,093 | 283,093 | 128,028 | 299,036 | 15,943 | 15,943 |
| PERCENTAGE CHANGE | | | | | | 5.6% | 5.6% |
| TOTAL ADMINISTRATION | 1,559,285 | 1,715,855 | 1,715,855 | 803,552 | 1,674,763 | -41,092 | -41,092 |
| PERCENTAGE CHANGE | | | | | | -2.4% | -2.4% |

**DEPARTMENT OF ADMINISTRATION
CHARTER SCHOOLS ADMINISTRATION**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|---|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 110,315 | 119,263 | 121,648 | 37,874 | 120,748 | 1,485 | -900 |
| 130 GROUP INSURANCE | 6,170 | 12,496 | 12,496 | 3,567 | 11,295 | -1,201 | -1,201 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 582 | 582 | 582 | 291 | 642 | 60 | 60 |
| 160 PENSION PLANS | 4,413 | 4,866 | 4,866 | 1,515 | 6,339 | 1,473 | 1,473 |
| 170 SOCIAL SECURITY | 8,274 | 9,306 | 9,306 | 2,795 | 9,237 | -69 | -69 |
| 185 WORKER'S COMPENSATION | 412 | 412 | 412 | 206 | 406 | -6 | -6 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 2,385 | 0 | 0 | 0 | -2,385 | 0 |
| TOTAL PERSONAL SERVICES | 130,166 | 149,310 | 149,310 | 46,248 | 148,667 | -643 | -643 |
| PERCENTAGE CHANGE | | | | | | -0.4% | -0.4% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 303 CONSULTING SERVICES | 57,350 | 103,000 | 103,000 | 87,000 | 103,000 | 0 | 0 |
| 329 TRAVEL AND MILEAGE | 0 | 4,000 | 4,000 | 0 | 4,000 | 0 | 0 |
| TOTAL OTHER SERVICES AND CHARGES | 57,350 | 107,000 | 107,000 | 87,000 | 107,000 | 0 | 0 |
| PERCENTAGE CHANGE | | | | | | ----% | ----% |
| TOTAL CHARTER SCHOOLS ADMINISTRATION | 187,516 | 256,310 | 256,310 | 133,248 | 255,667 | -643 | -643 |
| PERCENTAGE CHANGE | | | | | | -0.3% | -0.3% |

City of Indianapolis**2004 Annual Budget****Department of Administration
Equal Opportunity Division****Current Year Appropriations****Resources and Requirements**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | Jun 30 YTD | 2004 Proposed Budget | 2004 To 2003 Original Difference | 2004 To 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|---------------|----------------------------|--|---------------------------------------|
| Resources | | | | | | | |
| Taxes, Non-Dept. Rev., & Fund Balance | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |
| Total Resources | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |
| Requirements | | | | | | | |
| 010 PERSONAL SERVICES | 271,844 | 293,339 | 293,339 | 148,768 | 354,245 | 60,906 | 60,906 |
| 020 MATERIALS AND SUPPLIES | 3,299 | 4,180 | 4,180 | 1,822 | 4,180 | 0 | 0 |
| 030 OTHER SERVICES AND CHARGES | 58,166 | 86,560 | 86,560 | 43,994 | 71,769 | -14,791 | -14,791 |
| 040 PROPERTIES AND EQUIPMENT | 2,475 | 2,500 | 2,500 | 2,466 | 2,500 | 0 | 0 |
| 050 INTERNAL CHARGES | 397 | 7,932 | 7,932 | 3,996 | 7,945 | 13 | 13 |
| Total Requirements | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |

DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 826,852 | 891,726 | 909,560 | 426,013 | 912,940 | 21,214 | 3,380 |
| 110 SALARIES - TEMPORARY | 31,998 | 5,040 | 5,040 | 16,193 | 0 | -5,040 | -5,040 |
| 130 GROUP INSURANCE | 68,421 | 84,655 | 84,655 | 45,025 | 105,508 | 20,853 | 20,853 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 6,956 | 6,402 | 6,402 | 3,201 | 7,062 | 660 | 660 |
| 160 PENSION PLANS | 34,036 | 36,383 | 36,383 | 17,594 | 47,929 | 11,546 | 11,546 |
| 170 SOCIAL SECURITY | 64,006 | 69,213 | 69,213 | 32,776 | 69,087 | -126 | -126 |
| 185 WORKER'S COMPENSATION | 4,676 | 4,674 | 4,674 | 2,337 | 4,466 | -208 | -208 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 17,834 | 0 | 0 | 0 | -17,834 | 0 |
| TOTAL PERSONAL SERVICES | 1,036,946 | 1,115,927 | 1,115,927 | 543,139 | 1,146,992 | 31,065 | 31,065 |
| PERCENTAGE CHANGE | | | | | | 2.8% | 2.8% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 11,223 | 8,900 | 8,900 | 5,552 | 8,900 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 6,415 | 1,370 | 1,370 | 2,120 | 1,370 | 0 | 0 |
| 210 MATERIALS AND SUPPLIES | 10,315 | 19,150 | 19,150 | 3,127 | 11,850 | -7,300 | -7,300 |
| 215 BUILDING MATERIALS AND SUPPLIES | 100 | 0 | 0 | 105 | 0 | 0 | 0 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 68 | 0 | 0 | 83 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 2,580 | 300 | 300 | 2,580 | 300 | 0 | 0 |
| TOTAL MATERIALS AND SUPPLIES | 30,701 | 29,720 | 29,720 | 13,568 | 22,420 | -7,300 | -7,300 |
| PERCENTAGE CHANGE | | | | | | -24.6% | -24.6% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 24,000 | 0 | 0 | 0 | 230 | 230 | 230 |
| 303 CONSULTING SERVICES | 150,772 | 148,900 | 148,900 | 35,107 | 140,000 | -8,900 | -8,900 |
| 309 TECHNICAL SERVICES | 9,720 | 9,756 | 9,756 | 4,886 | 17,219 | 7,463 | 7,463 |
| 315 TEMPORARY SERVICES | 0 | 0 | 0 | 1,598 | 0 | 0 | 0 |
| 323 POSTAGE AND SHIPPING | 14,289 | 3,750 | 3,750 | 1,053 | 7,050 | 3,300 | 3,300 |
| 326 COMMUNICATION SERVICES | 19,043 | 16,180 | 16,180 | 6,624 | 16,180 | 0 | 0 |
| 329 TRAVEL AND MILEAGE | 2,972 | 11,600 | 11,600 | 2,582 | 6,600 | -5,000 | -5,000 |

DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| 332 INSTRUCTION AND TUITION | 38,918 | 39,800 | 39,800 | 17,151 | 28,400 | -11,400 | -11,400 |
| 335 INFORMATION TECHNOLOGY | 120,529 | 259,367 | 259,367 | 117,557 | 227,688 | -31,679 | -31,679 |
| 341 ADVERTISING | 1,254 | 0 | 0 | 0 | 0 | 0 | 0 |
| 344 PRINTING AND COPYING CHARGES | 47,423 | 38,500 | 38,500 | 13,240 | 36,500 | -2,000 | -2,000 |
| 347 PROMOTIONAL ACCOUNT | 542 | 1,800 | 1,800 | 201 | 1,800 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 54,560 | 51,090 | 51,090 | 31,630 | 46,187 | -4,903 | -4,903 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 873 | 800 | 800 | 203 | 800 | 0 | 0 |
| 362 BUILDING MAINTENANCE AND REPAIR | 3,904 | 0 | 0 | 2,306 | 0 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 8,130 | 6,050 | 6,050 | 969 | 10,020 | 3,970 | 3,970 |
| 371 MEMBERSHIPS | 2,634 | 2,825 | 2,825 | 760 | 1,900 | -925 | -925 |
| 374 SUBSCRIPTIONS | 1,540 | 2,450 | 2,450 | 1,534 | 1,100 | -1,350 | -1,350 |
| TOTAL OTHER SERVICES AND CHARGES | 501,103 | 592,868 | 592,868 | 237,401 | 541,674 | -51,194 | -51,194 |
| PERCENTAGE CHANGE | | | | | | -8.6% | -8.6% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 14,127 | 21,166 | 21,166 | 13,826 | 12,400 | -8,766 | -8,766 |
| 420 EQUIPMENT | 2,768 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL PROPERTIES AND EQUIPMENT | 16,895 | 21,166 | 21,166 | 13,826 | 12,400 | -8,766 | -8,766 |
| PERCENTAGE CHANGE | | | | | | -41.4% | -41.4% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 510 CENTRAL SERVICES CHARGES | 0 | 20,000 | 20,000 | 10,000 | 20,000 | 0 | 0 |
| 520 FLEET SERVICES CHARGES | 4,952 | 3,632 | 3,632 | 752 | 3,145 | -487 | -487 |
| TOTAL INTERNAL CHARGES | 4,952 | 23,632 | 23,632 | 10,752 | 23,145 | -487 | -487 |
| PERCENTAGE CHANGE | | | | | | -2.1% | -2.1% |
| TOTAL HUMAN RESOURCES DIVISION | 1,590,597 | 1,783,313 | 1,783,313 | 818,686 | 1,746,631 | -36,682 | -36,682 |
| PERCENTAGE CHANGE | | | | | | -2.1% | -2.1% |

City of Indianapolis**2004 Annual Budget****Department of Administration
Equal Opportunity Division****Current Year Appropriations****Resources and Requirements**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | Jun 30 YTD | 2004 Proposed Budget | 2004 To 2003 Original Difference | 2004 To 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|---------------|----------------------------|--|---------------------------------------|
| Resources | | | | | | | |
| Taxes, Non-Dept. Rev., & Fund Balance | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |
| Total Resources | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |
| Requirements | | | | | | | |
| 010 PERSONAL SERVICES | 271,844 | 293,339 | 293,339 | 148,768 | 354,245 | 60,906 | 60,906 |
| 020 MATERIALS AND SUPPLIES | 3,299 | 4,180 | 4,180 | 1,822 | 4,180 | 0 | 0 |
| 030 OTHER SERVICES AND CHARGES | 58,166 | 86,560 | 86,560 | 43,994 | 71,769 | -14,791 | -14,791 |
| 040 PROPERTIES AND EQUIPMENT | 2,475 | 2,500 | 2,500 | 2,466 | 2,500 | 0 | 0 |
| 050 INTERNAL CHARGES | 397 | 7,932 | 7,932 | 3,996 | 7,945 | 13 | 13 |
| Total Requirements | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |

DEPARTMENT OF ADMINISTRATION
EQUAL OPPORTUNITY DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 228,062 | 241,290 | 245,571 | 120,929 | 280,602 | 39,312 | 35,031 |
| 130 GROUP INSURANCE | 14,115 | 15,680 | 15,680 | 12,324 | 33,253 | 17,573 | 17,573 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 2,037 | 2,037 | 2,037 | 1,019 | 2,568 | 531 | 531 |
| 160 PENSION PLANS | 9,123 | 9,823 | 9,823 | 4,837 | 14,732 | 4,909 | 4,909 |
| 170 SOCIAL SECURITY | 17,066 | 18,786 | 18,786 | 8,938 | 21,466 | 2,680 | 2,680 |
| 185 WORKER'S COMPENSATION | 1,442 | 1,442 | 1,442 | 721 | 1,624 | 182 | 182 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 4,281 | 0 | 0 | 0 | -4,281 | 0 |
| TOTAL PERSONAL SERVICES | 271,844 | 293,339 | 293,339 | 148,768 | 354,245 | 60,906 | 60,906 |
| PERCENTAGE CHANGE | | | | | | 20.8% | 20.8% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 1,986 | 2,580 | 2,580 | 1,779 | 2,580 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 1,055 | 600 | 600 | 9 | 600 | 0 | 0 |
| 210 MATERIALS AND SUPPLIES | 142 | 500 | 500 | 0 | 500 | 0 | 0 |
| 215 BUILDING MATERIALS AND SUPPLIES | 34 | 200 | 200 | 35 | 200 | 0 | 0 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 32 | 0 | 0 | 0 | 0 | 0 | 0 |
| 235 CHEMICAL AND LAB SUPPLIES | 49 | 0 | 0 | 0 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 0 | 300 | 300 | 0 | 300 | 0 | 0 |
| TOTAL MATERIALS AND SUPPLIES | 3,299 | 4,180 | 4,180 | 1,822 | 4,180 | 0 | 0 |
| PERCENTAGE CHANGE | | | | | | ---% | ---% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 0 | 0 | 0 | 0 | 80 | 80 | 80 |
| 303 CONSULTING SERVICES | 630 | 19,000 | 19,000 | 15,000 | 5,000 | -14,000 | -14,000 |
| 306 ARCHITECTURAL AND ENGINEERING SERVICE | 12 | 0 | 0 | 0 | 0 | 0 | 0 |
| 309 TECHNICAL SERVICES | 2,570 | 1,384 | 1,384 | 692 | 5,000 | 3,616 | 3,616 |
| 315 TEMPORARY SERVICES | 1,212 | 0 | 0 | 0 | 0 | 0 | 0 |
| 323 POSTAGE AND SHIPPING | 3,206 | 3,950 | 3,950 | 1,249 | 3,950 | 0 | 0 |
| 326 COMMUNICATION SERVICES | 3,946 | 5,250 | 5,250 | 1,982 | 5,250 | 0 | 0 |

DEPARTMENT OF ADMINISTRATION
EQUAL OPPORTUNITY DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|----------------|----------------------------|--|---------------------------------------|
| 329 TRAVEL AND MILEAGE | 3,005 | 2,200 | 2,200 | 583 | 1,500 | -700 | -700 |
| 332 INSTRUCTION AND TUITION | 465 | 1,000 | 1,000 | 80 | 700 | -300 | -300 |
| 335 INFORMATION TECHNOLOGY | 21,647 | 29,306 | 29,306 | 10,298 | 26,554 | -2,752 | -2,752 |
| 341 ADVERTISING | 0 | 0 | 0 | 12 | 0 | 0 | 0 |
| 344 PRINTING AND COPYING CHARGES | 6,665 | 5,000 | 5,000 | 983 | 4,000 | -1,000 | -1,000 |
| 347 PROMOTIONAL ACCOUNT | 162 | 500 | 500 | 0 | 500 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 11,477 | 15,095 | 15,095 | 10,803 | 15,095 | 0 | 0 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 75 | 0 | 0 | 0 | 0 | 0 | 0 |
| 359 EQUIPMENT RENTAL | 0 | 620 | 620 | 23 | 620 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 286 | 55 | 55 | 381 | 720 | 665 | 665 |
| 371 MEMBERSHIPS | 2,505 | 2,400 | 2,400 | 1,850 | 2,400 | 0 | 0 |
| 374 SUBSCRIPTIONS | 304 | 800 | 800 | 59 | 400 | -400 | -400 |
| 383 THIRD PARTY CONTRACTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL OTHER SERVICES AND CHARGES | 58,166 | 86,560 | 86,560 | 43,994 | 71,769 | -14,791 | -14,791 |
| PERCENTAGE CHANGE | | | | | | -17.1% | -17.1% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 2,475 | 2,500 | 2,500 | 2,466 | 2,500 | 0 | 0 |
| 420 EQUIPMENT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL PROPERTIES AND EQUIPMENT | 2,475 | 2,500 | 2,500 | 2,466 | 2,500 | 0 | 0 |
| PERCENTAGE CHANGE | | | | | | ---% | ---% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 510 CENTRAL SERVICES CHARGES | 0 | 6,200 | 6,200 | 3,100 | 6,200 | 0 | 0 |
| 520 FLEET SERVICES CHARGES | 397 | 1,732 | 1,732 | 896 | 1,745 | 13 | 13 |
| TOTAL INTERNAL CHARGES | 397 | 7,932 | 7,932 | 3,996 | 7,945 | 13 | 13 |
| PERCENTAGE CHANGE | | | | | | 0.2% | 0.2% |

City of Indianapolis

2004 Annual Budget

**DEPARTMENT OF ADMINISTRATION
EQUAL OPPORTUNITY DIVISION**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|---|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| TOTAL EQUAL OPPORTUNITY DIVISION | 336,180 | 394,511 | 394,511 | 201,047 | 440,639 | 46,128 | 46,128 |
| PERCENTAGE CHANGE | | | | | | 11.7% | 11.7% |

City of Indianapolis**2004 Annual Budget****Department of Administration
Indianapolis Fleet Services Division****Current Year Appropriations****Resources and Requirements**

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | Jun 30 YTD | 2004 Proposed Budget | 2004 To 2003 Original Difference | 2004 To 2003 Revised Difference |
|--|----------------|----------------------------|---------------------------|---------------|----------------------------|--|---------------------------------------|
| Resources | | | | | | | |
| 730 CHARGES FOR SERVICES | 4,751 | 0 | 0 | 150 | 0 | 0 | 0 |
| 760 SALE AND LEASE OF PROPERTY | 1,805 | 0 | 0 | 132,915 | 0 | 0 | 0 |
| 790 MISCELLANEOUS REVENUE | 109,755 | 60,000 | 60,000 | 30,000 | 60,000 | 0 | 0 |
| 840 INTRAGOVERNMENTAL | 1,816,202 | 2,176,592 | 2,176,592 | 1,668,286 | 2,070,708 | -105,884 | -105,884 |
| Taxes, Non-Dept. Rev., & Fund Balance | 2,076,553 | 1,207,672 | 1,207,672 | 1,592,797 | 1,177,392 | -30,280 | -30,280 |
| Total Resources | 4,009,067 | 3,444,264 | 3,444,264 | 3,424,148 | 3,308,100 | -136,164 | -136,164 |
| Requirements | | | | | | | |
| 010 PERSONAL SERVICES | 4,017,682 | 4,356,612 | 4,356,612 | 2,195,013 | 4,565,050 | 208,438 | 208,438 |
| 020 MATERIALS AND SUPPLIES | 6,928,374 | 7,789,100 | 7,789,100 | 4,370,604 | 7,554,350 | -234,750 | -234,750 |
| 030 OTHER SERVICES AND CHARGES | 3,772,126 | 3,443,669 | 3,443,669 | 2,182,070 | 3,418,239 | -25,430 | -25,430 |
| 040 PROPERTIES AND EQUIPMENT | 292,505 | 344,800 | 344,800 | 111,617 | 328,100 | -16,700 | -16,700 |
| 050 INTERNAL CHARGES | -11,001,621 | -12,489,917 | -12,489,917 | -5,435,156 | -12,557,639 | -67,722 | -67,722 |
| Total Requirements | 4,009,067 | 3,444,264 | 3,444,264 | 3,424,148 | 3,308,100 | -136,164 | -136,164 |

DEPARTMENT OF ADMINISTRATION
INDIANAPOLIS FLEET SERVICES DIVISION

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------------|-------------------------------------|------------------------------------|------------------------|-------------------------------------|---|--|
| CHARACTER 010 - PERSONAL SERVICES | | | | | | | |
| 100 SALARIES - BI-WEEKLY | 763,257 | 765,644 | 655,957 | 349,785 | 671,614 | -94,030 | 15,657 |
| 101 SALARIES - WEEKLY | 2,148,818 | 2,412,749 | 2,585,669 | 1,141,715 | 2,599,166 | 186,417 | 13,497 |
| 102 SALARIES - UNIFORM | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 110 SALARIES - TEMPORARY | 6,640 | 5,000 | 5,000 | 15,929 | 0 | -5,000 | -5,000 |
| 120 OVERTIME | 245,308 | 130,400 | 130,400 | 201,096 | 130,400 | 0 | 0 |
| 130 GROUP INSURANCE | 370,895 | 476,960 | 476,960 | 229,811 | 563,587 | 86,627 | 86,627 |
| 140 EMPLOYEE ASSISTANCE PROGRAM | 25,334 | 26,481 | 26,481 | 13,241 | 28,890 | 2,409 | 2,409 |
| 160 PENSION PLANS | 125,989 | 128,888 | 128,888 | 67,517 | 173,372 | 44,484 | 44,484 |
| 170 SOCIAL SECURITY | 234,650 | 247,214 | 247,214 | 126,399 | 252,627 | 5,413 | 5,413 |
| 180 UNEMPLOYMENT COMPENSATION | 2,027 | 1,000 | 1,000 | 0 | 1,000 | 0 | 0 |
| 185 WORKER'S COMPENSATION | 94,764 | 99,043 | 99,043 | 49,522 | 93,690 | -5,353 | -5,353 |
| 190 SPECIAL PAY/COMPENSATION | 0 | 63,233 | 0 | 0 | 50,704 | -12,529 | 50,704 |
| TOTAL PERSONAL SERVICES | 4,017,682 | 4,356,612 | 4,356,612 | 2,195,013 | 4,565,050 | 208,438 | 208,438 |
| PERCENTAGE CHANGE | | | | | | 4.8% | 4.8% |
| CHARACTER 020 - MATERIALS AND SUPPLIES | | | | | | | |
| 200 GENERAL OFFICE SUPPLIES | 25,152 | 19,000 | 19,000 | 15,365 | 19,000 | 0 | 0 |
| 205 COMPUTER SUPPLIES | 11,043 | 2,800 | 2,800 | 4,363 | 4,400 | 1,600 | 1,600 |
| 210 MATERIALS AND SUPPLIES | 7,230 | 13,000 | 13,000 | 5,359 | 11,500 | -1,500 | -1,500 |
| 215 BUILDING MATERIALS AND SUPPLIES | 41,957 | 37,600 | 37,600 | 29,009 | 35,500 | -2,100 | -2,100 |
| 220 REPAIR PARTS, TOOLS AND ACCESSORIES | 2,175,036 | 1,998,200 | 1,998,200 | 1,331,501 | 2,006,000 | 7,800 | 7,800 |
| 225 GARAGE AND MOTOR SUPPLIES | 603,373 | 570,500 | 570,500 | 339,129 | 575,000 | 4,500 | 4,500 |
| 226 VEHICLE AND AVIATION FUELS | 4,037,772 | 5,124,000 | 5,124,000 | 2,627,530 | 4,881,750 | -242,250 | -242,250 |
| 230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES | 7,314 | 10,000 | 10,000 | 7,365 | 10,000 | 0 | 0 |
| 235 CHEMICAL AND LAB SUPPLIES | 9 | 0 | 0 | 0 | 0 | 0 | 0 |
| 240 ARSENAL SUPPLIES AND TOOLS | 13 | 0 | 0 | 0 | 0 | 0 | 0 |
| 245 UNIFORM AND PERSONAL SUPPLIES | 19,474 | 14,000 | 14,000 | 10,983 | 11,200 | -2,800 | -2,800 |

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| City of Indianapolis | 2004 Annual Budget |
| DEPARTMENT OF ADMINISTRATION INDIANAPOLIS FLEET SERVICES DIVISION | |

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|------------------|----------------------------|---------------------------|------------------|----------------------------|--|---------------------------------------|
| TOTAL MATERIALS AND SUPPLIES | 6,928,374 | 7,789,100 | 7,789,100 | 4,370,604 | 7,554,350 | -234,750 | -234,750 |
| PERCENTAGE CHANGE | | | | | | -3.0% | -3.0% |
| CHARACTER 030 - OTHER SERVICES AND CHARGES | | | | | | | |
| 300 PROFESSIONAL SERVICES | 3,432 | 3,000 | 3,000 | 3,281 | 3,000 | 0 | 0 |
| 303 CONSULTING SERVICES | 4,623 | 5,000 | 5,000 | 5,260 | 5,000 | 0 | 0 |
| 306 ARCHITECTURAL AND ENGINEERING SERVICE | 10,000 | 35,000 | 35,000 | 60,986 | 50,000 | 15,000 | 15,000 |
| 309 TECHNICAL SERVICES | 255,234 | 256,300 | 256,300 | 220,353 | 256,300 | 0 | 0 |
| 312 MANAGEMENT CONTRACTS | 50 | 0 | 0 | 0 | 0 | 0 | 0 |
| 321 WASTE COLLECTION AND DISPOSAL | 49,761 | 39,300 | 39,300 | 4,377 | 48,800 | 9,500 | 9,500 |
| 323 POSTAGE AND SHIPPING | 24,373 | 27,100 | 27,100 | 11,480 | 27,100 | 0 | 0 |
| 326 COMMUNICATION SERVICES | 42,922 | 38,250 | 38,250 | 18,879 | 39,950 | 1,700 | 1,700 |
| 329 TRAVEL AND MILEAGE | 17,637 | 7,100 | 7,100 | 1,620 | 7,100 | 0 | 0 |
| 332 INSTRUCTION AND TUITION | 16,743 | 27,000 | 27,000 | 7,465 | 16,400 | -10,600 | -10,600 |
| 335 INFORMATION TECHNOLOGY | 161,814 | 86,219 | 91,269 | 89,520 | 90,219 | 4,000 | -1,050 |
| 338 INFRASTRUCTURE MAINTENANCE | 0 | 0 | 0 | 1,074 | 0 | 0 | 0 |
| 341 ADVERTISING | 23 | 300 | 300 | 35 | 150 | -150 | -150 |
| 344 PRINTING AND COPYING CHARGES | 8,855 | 10,000 | 10,000 | 4,351 | 10,000 | 0 | 0 |
| 347 PROMOTIONAL ACCOUNT | 1,056 | 2,000 | 2,000 | 0 | 2,000 | 0 | 0 |
| 350 FACILITY LEASE AND RENTALS | 1,538,066 | 1,560,000 | 1,560,000 | 780,000 | 1,589,800 | 29,800 | 29,800 |
| 353 UTILITIES | 1,552 | 2,000 | 2,000 | 574 | 1,700 | -300 | -300 |
| 356 EQUIPMENT MAINTENANCE AND REPAIR | 1,459,215 | 1,300,000 | 1,294,950 | 954,567 | 1,239,300 | -60,700 | -55,650 |
| 359 EQUIPMENT RENTAL | 516 | 0 | 0 | 359 | 0 | 0 | 0 |
| 362 BUILDING MAINTENANCE AND REPAIR | 103,981 | 8,500 | 8,500 | 7,504 | 6,300 | -2,200 | -2,200 |
| 365 VEHICLE AND OTHER EQUIPMENT RENT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 368 INSURANCE PREMIUMS | 10,311 | 9,800 | 9,800 | 7,036 | 9,120 | -680 | -680 |
| 371 MEMBERSHIPS | 807 | 1,500 | 1,500 | 913 | 900 | -600 | -600 |
| 374 SUBSCRIPTIONS | 2,099 | 2,100 | 2,100 | 434 | 2,100 | 0 | 0 |
| 377 LEGAL SETTLEMENTS AND JUDGMENTS | 53,000 | 20,000 | 20,000 | 0 | 10,000 | -10,000 | -10,000 |
| 395 OTHER SERVICES AND CHARGES | 6,057 | 3,200 | 3,200 | 2,001 | 3,000 | -200 | -200 |

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|--|---------------------------|
| City of Indianapolis | 2004 Annual Budget |
| DEPARTMENT OF ADMINISTRATION INDIANAPOLIS FLEET SERVICES DIVISION | |

| | 2002 Actual | 2003 Original Budget | 2003 Revised Budget | June 30 YTD | 2004 Proposed Budget | 2004 to 2003 Original Difference | 2004 to 2003 Revised Difference |
|--|--------------------|----------------------------|---------------------------|-------------------|----------------------------|--|---------------------------------------|
| TOTAL OTHER SERVICES AND CHARGES | 3,772,126 | 3,443,669 | 3,443,669 | 2,182,070 | 3,418,239 | -25,430 | -25,430 |
| PERCENTAGE CHANGE | | | | | | -0.7% | -0.7% |
| CHARACTER 040 - PROPERTIES AND EQUIPMENT | | | | | | | |
| 410 IMPROVEMENTS | 18,377 | 0 | 0 | 0 | 0 | 0 | 0 |
| 415 FURNISHINGS AND OFFICE EQUIPMENT | 33,778 | 3,100 | 3,100 | 5,220 | 3,100 | 0 | 0 |
| 420 EQUIPMENT | 77,264 | 70,200 | 70,200 | 8,692 | 65,000 | -5,200 | -5,200 |
| 425 VEHICULAR EQUIPMENT | 0 | 68,856 | 68,856 | 893 | 0 | -68,856 | -68,856 |
| 445 LEASE AND RENTAL OF EQUIPMENT | 163,087 | 202,644 | 202,644 | 96,813 | 260,000 | 57,356 | 57,356 |
| TOTAL PROPERTIES AND EQUIPMENT | 292,505 | 344,800 | 344,800 | 111,617 | 328,100 | -16,700 | -16,700 |
| PERCENTAGE CHANGE | | | | | | -4.8% | -4.8% |
| CHARACTER 050 - INTERNAL CHARGES | | | | | | | |
| 520 FLEET SERVICES CHARGES | -11,001,621 | -12,489,917 | -12,489,917 | -5,435,156 | -12,557,639 | -67,722 | -67,722 |
| TOTAL INTERNAL CHARGES | -11,001,621 | -12,489,917 | -12,489,917 | -5,435,156 | -12,557,639 | -67,722 | -67,722 |
| PERCENTAGE CHANGE | | | | | | 0.5% | 0.5% |
| TOTAL INDIANAPOLIS FLEET SERVICES DIVISIO | 4,009,067 | 3,444,264 | 3,444,264 | 3,424,148 | 3,308,100 | -136,164 | -136,164 |
| PERCENTAGE CHANGE | | | | | | -4.0% | -4.0% |